

THE COMPANIES ACT, 2017
THE COMPANIES REGULATIONS, 2024
[Section 435 and Regulations 21 & 30]

REGISTRATION OF DOCUMENTS OF A FOREIGN COMPANY

PART-I

(Please complete in bold capital letters)

1.1	Name of the Foreign Company in the country of origin as already reserved			
1.2	Fee Payment Details	1.2.1	Challan Number	
		1.2.2	Amount (Rs.)	

PART-II

2.1	Incorporated in: <i>(state name of the country of origin)</i>				
2.2	Date of incorporation: <i>(in the country of origin)</i>	dd	mm	yyyy	
2.3	Name of parent / holding company, if any				

PART-III

STATUS OF FOREIGN COMPANY IN PAKISTAN AND KIND OF A FOREIGN COMPANY IN THE COUNTRY OF ORIGIN

3.1	Status of the foreign company in Pakistan	Liaison Office	☐	Branch office	☐
		<i>(Mark the appropriate box)</i>			

PART-IV

CHARTER, STATUTE ETC. OF A FOREIGN COMPANY

4.1	Name of instrument constituting the company:	☐	Charter	☐	Statute	☐
	Memorandum & Article of Association					
	OR					
	Other instrument (to be specified)					

(Copy of instrument duly certified by public officer / notary public of country of origin and signed by Pakistani diplomat posted in that country as required under these Regulations shall be filed herewith.)

4.2	Language in which the above documents filed in the country of origin.	
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- 4.3 Certified translation thereof in English or Urdu language: Enclosed ☐ Not required ☐
(Not required if original documents are in Urdu or English)
- 4.4 Brief description of the main object of the company
- 4.5 Whether the company is doing business in Pakistan itself or online or through authorized agent

PART-V

ADDRESS OF THE REGISTERED OR PRINCIPAL OFFICE IN THE COUNTRY OF ORIGIN

- 5.1 Registered or Principal office address *(in the country of origin)*
- Landline Number Email
- Website Address, if any

PART-VI

ADDRESS OF THE PRINCIPAL PLACE(S) OF BUSINESS/ LIAISON OFFICE(S) IN PAKISTAN

- 6.1 Principal place of business and other places of business / Liaison office(s):

	Principal place of business	Other Place 1 (if any)	Other Place 2 (if any)
Complete Address			
City			
District			
Province			
Landline Number			
Mobile Number of Principal Officer			
Email Address			
Website, if any			

(Here state full address of all places of business in Pakistan, add further pages if required)

PART-VII

PARTICULARS OF DIRECTORS, CHIEF EXECUTIVE, SECRETARY, PRINCIPAL OFFICER AND PERSON(S) AUTHORIZED TO ACCEPT DOCUMENTS/ PROCESSES ON BEHALF OF COMPANY

7.1 Particulars of Directors, Chief Executive, Secretary, Principal officer or Person(s) authorized to accept documents/processes on behalf of Company (in case of individuals only):

Present and surname in full	Former & surname (if any)	Usual residential address	Nationality	Nationality of origin (if other than the present nationality)	Business, Occupation	Other directorship. If any	Status / Designation (Director / Chief Executive, Principal officer, Authorized person resident in Pakistan)	N.I.C Number or Passport Number (Whichever is applicable)	Date of appointment/ Cessation/ change in particulars	Remarks, if any
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)

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Note: In case of Secretary, particulars as per (a) & (c) may be stated.

7.1.1 Particulars of Directors and Secretary (In case of body corporate):

Particulars of each corporate body which is director/secretary of the foreign company					Particulars of each director/partner of corporate body which is director/secretary of the foreign company			
Corporate Name	Registered or Principal Office address	Status / Designation (Director /Secretary)	Date of appointment/ Cessation/ change in particulars	Remarks	Full Name *	Address*	Nationality	Nationality of origin (if other than the present nationality)
(a)	(b)	(c)	(e)	(f)	(g)	(h)	(i)	(j)

* Where a body corporate is a secretary and all the partners of the firm are joint secretaries of the foreign company, then the name and principal office of the body corporate may be stated instead of particulars of each such secretary.

Particulars of the nominee directors					
Name of the nominee director	Name of the member nominating the director	In case the nominating member is a legal person or legal arrangement			
		Legal form (Company/LLP/Partnership Firm/Trust/Any other body corporate (to be specified))	Date of incorporation/ registration	Name of registration authority	Business address

7.2 It is hereby declared that necessary information about the ultimate beneficial owners of the foreign company, if any, as specified in regulation 23, and as defined in the Companies Regulations, 2024 has been obtained and is available on record.

PART-VIII

8.1 Declaration:

I do hereby solemnly and sincerely declare that the information provided in the form is:

- true and correct to the best of my knowledge, in consonance with the record as maintained by the Company and nothing has been concealed; and
- hereby reported after complying with and fulfilling all requirements under the relevant provisions of law, rules, regulations, directives, circulars and notifications whichever is applicable.

8.2	Name of Authorized Officer with designation/ Authorized Intermediary				
8.3	Signatures				
8.4	Registration No of Authorized Intermediary, if applicable				
8.5	Contact details of the applicant, i.e. address, email and cell No. etc.	Address:			
		Email:			
		Cell No.			
8.6	Date	Day		Month	
		Year			

Enclosures:

1. Certified copy of the charter/statute/memorandum and articles of association or instrument defining the constitution of the foreign company
2. Board Resolution regarding appointment of the principal officer and consent of person authorized to accept on behalf of the company service of process / any notice / document
3. Consent of the Principal Officer and persons authorized to accept on behalf of the company service of process / any notice / document
4. Certified translation of instrument constituting the foreign company, if applicable
5. Valid approval letter from Board of Investment, Government of Pakistan, if not already provided with the application for reservation of name.
6. Original challan or other evidence of payment of fee specified in Seventh Schedule of the Act (not applicable in case of online filing)
7. Any other document deemed necessary